



## SUPPLY PICK-UP REQUEST

This form is to inform our staff of your need for supplies. **Please submit at least three business days prior to a cleanup.**

Supplies can be picked up from 8 am to 5 pm Monday through Friday at the Parks and Recreation Administration Building, located at 1001 Fourth Street. If you are picking up safety vests, you will be asked to sign them out as well as return them within a week of your scheduled cleanup.

*Name of Organization/Group:* \_\_\_\_\_

*Adopted Street:* \_\_\_\_\_

*Name of Group Representative:* \_\_\_\_\_

*Email Address or Phone Number:* \_\_\_\_\_

Cleanup Date: \_\_\_\_\_ Anticipated Number of Participants \_\_\_\_\_

I need to pick up: ☐ Trash bags ☐ Gloves ☐ Safety Vests

Other Comments:

Please give us the date you plan to arrive so materials will be ready for pickup: \_\_\_\_\_

**Please return this form to:**

**Brittany Carroll**, Parks and Recreation Department – City of  
Greensboro 1001 4<sup>th</sup> Street, Greensboro, NC 27405  
Brittany.Carroll@greensboro-nc.gov or Fax: 336-373-2060